



TOWN OF ISLIP DEPARTMENT OF PARKS, RECREATION & CULTURAL AFFAIRS

50 IRISH LANE • EAST ISLIP, NEW YORK 11730-2098 • (631) 224-5430

Angie M. Carpenter, Supervisor
Thomas Owens, Commissioner

March 11, 2016

Dear Vendor:

The Town of Islip's Apple Festival is scheduled for Saturday, October 1, 2016. An anticipated yearly tradition in the Town of Islip the Apple Festival has grown in popularity. 2015 was another huge success with WALK 97.5 Radio advertisements and 4 hours of live broadcasts from the event as well as the family fun zone \$1 carousel rides and the addition of the free continuous shuttle bus service from Sayville Train Station. The 2016 Apple Festival will include all of this plus entertainment, vendors, demonstrations, exhibits, and of course, our much anticipated culinary contest.

Enclosed you will find a vendor application. Returning vendors who would like the same space must submit a completed application by July 31, 2016. Beginning August 1, 2016, applications will be accepted on a first come, first placed basis for any remaining spaces. All location requests will be considered but are not guaranteed. The Town of Islip does not grant exclusive rights to vendors. Original signed applications must be submitted along with a current NYS Sales Tax ID Number. Apply for a NYS Tax ID number at www.tax.ny.gov. Food Vendors will also need to have a current Suffolk County Board of Health permit for the day of the event. Don't miss out on taking part in the 2016 Apple Festival. Spaces fill up quickly, so do not delay in submitting your application.

If you have any questions please call the Cultural Affairs Office at (631) 224-5430 or email me at MFrohman@townofislip-ny.gov.

Sincerely,

MaryGrace Frohman
2016 Apple Festival Event Coordinator
Town of Islip Cultural Affairs and Special Events



Town of Islip Department of Parks, Recreation and Cultural Affairs

2016 Apple Festival
The Islip Grange, Broadway Ave., Sayville, NY
Saturday, October 1, 2016 - 10:00 a.m. - 4:30 p.m.
(Rain date Sunday, October 2, 2016)



Name: _____ Email: _____

Home Phone: _____ Cell Phone: _____

Address: _____

Town: _____ State: _____ Zip: _____

Sales Tax ID (MANDATORY) _____

Description of Items being sold _____

*** 2015 Apple Festival Returning Vendor Space Request:** (Must be submitted by July 31, 2016 to secure 2015 space.)

Space: 10' x 10' (Do not exceed your allotted space. Multiple spaces can be rented if needed.)

Fee: Vendor space will be granted on a first come first served basis by postmark date.

Resident \$120.00 / Non-Resident \$150.00

Corner an additional \$25.00 (must be submitted on a separate check)

Number of 10' x 10' Spaces _____ @ \$ _____ = Total \$ _____

Number of Corner Spots _____ @ \$ 25.00 = Total \$ _____ (Must be submitted on a separate check.)

- Applications will **only** be accepted via postal mail, do not email.
- Only original Applications with vendor signatures will be accepted.
- Corner payments *must* be submitted on separate checks.

Make checks payable to: TOWN OF ISLIP _____ Check _____ Corner Check _____ Money Order _____ Credit Card

(Visa / Master Card ONLY)

Acct # _____ Exp. _____ Amount \$ _____

Signature of Card Holder _____ Date _____

- You are restricted to your assigned 10x10 space; please do not exceed your allotted space.
- You are responsible to provide your own Tables, Chairs, Tents, Tent Weights and Displays.
- There is no electric or water available.
- If you have any questions please contact us before the fair at (631) 224-5430.
- **NO CHANGES** will be made the day of the fair.

The Town of Islip reserves the right to reject any application on the grounds of manufacture or content. Exhibitors shall and will indemnify and hold harmless the Town of Islip, their agent and employees, from and against all liabilities, claims, demands, expenses, fees, fines, penalties, suits, proceedings, actions, and cases of action of any kind and nature arising or growing out of the sale of products, or in any way connected with the Town of Islip's 2016 Fairs. This event may be cancelled at any time, without cause at the discretion of the Commissioner of the Department of Parks, Recreation and Cultural Affairs. This event is subject to cancellation for extreme inclement weather and/or if there is not adequate vendor participation. Cancellation, under any circumstances, shall be without recourse by all event registrants against the Town of Islip. In the event of cancellation by the Town of Islip, vendor fees will be refunded less a \$25.00 processing fee.

Signature of Applicant _____ Date _____

Please Mail Completed Application and Payment to: Town of Islip – Apple Festival, 50 Irish Lane, East Islip, NY 11730

ANGIE M. CARPENTER, SUPERVISOR

Steven J. Flotteron, Councilman

Trish Bergin Weichbrodt, Councilwoman

John C. Cochrane, Jr., Councilman

Mary Kate Mullen, Councilwoman

Olga H. Murray, Town Clerk

Alexis Weik, Receiver of Taxes

Thomas Owens, Commissioner of Parks, Recreation and Cultural Affairs